

STAMSKI AND MCNARY, INC.

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WILLIAM F. MCNARY, P.L.S.
JOSEPH MARCH, P.E., P.L.S.

February 26, 2010

Acton Board of Selectmen
472 Main Street
Acton, MA 01720

Re: WAVE
Site Plan Revisions

Members of the Board,

Enclosed is a disk containing digital copies of the revised Site Plan, Architectural Plans, and Landscape Plan for the referenced project. Three copies of an Addendum to Drainage Calculations are also attached. The site plan has been revised to address Town staff and committee comments prescribed in interdepartmental communications. The responses, which follow, address comments of the noted staff members or committees and are presented in the outline form of the respective communications.

Comments from: Roland Bartl, Planning Director
Date: February 5, 2010

Zoning Review:

- A "Building Height" plan showing detailed height calculations has been prepared by The Office of Michael Rosenfeld, Inc., Architects, (OMR) and is attached.
- A porch is proposed at the southeasterly corner of the large building. It is set back 5 feet, thereby meeting the maximum setback requirement of 10 feet.
- There is presently a parking agreement on record for the use of parking at 541, the church lot and apple barn lot.

Mass. Ave. Improvements:

- The sidewalk and green strip at the easterly end of the site have been switched so that the green strip abuts the road.
- After getting feedback from the police, fire, planning, and engineering departments, we have reconfigured the parking for Gardner field to accommodate parallel rather than head-in parking. The handicapped space

is still a head in space to provide a loading area in accordance with Architectural Access Board regulations.

- The eastbound approach to the crosswalk has been designed with a more abrupt neck-down in order to further slow traffic and further increase pedestrian safety.
- Curb transitions have been smoothed out between 537 and 541 Mass. Ave.

Special Use Permits:

- The Commercial Recreation, Entertainment, Instruction, and Conference Center Special Use permits are being requested to provide maximum flexibility when finding tenants and uses for the Flexible Community/Performance Space. We are requesting permits for a capacity of 175 in this space.

As described in our application, the flexible space will be used for all kinds of community gatherings such as concerts, lectures, independent film screenings, yoga and exercise groups, seminars, classes, and meetings. Without the flexibility of having the permits for these uses in-hand, finding users to occupy this space will be difficult.

Site Plan #307:

- The Spruce Street condo has multiple ownerships and we do not have floor plans available to document pre-construction conditions. However, as discussed in the site plan review meeting, there will be no addition of any new Net Square Footage to the lot. The Red Barn is being relocated to this site to satisfy the requests of the Historic District Commission and to serve as a garage and building services.

Other:

The lot labels have been corrected to indicate a "Lot A" at 5-7 Spruce St.

The attached architectural plans are stamped and dated.

Comments from: Dean A. Charter, Municipal Properties Director
Date: February 11, 2010

1. The proposed caliper of the street trees along Massachusetts Avenue has been changed to 2.5-3" on the Landscape Plan.
2. The four street trees along Mass. Ave at the eastern end of the site are identified as New Harmony American Elm on the plan.

Comments from Engineering Dept.

Date: February 12, 2010

1. As requested, the Town drainage system has been separated from the on-site system. The drainage calculations have been revised to reflect this change. A small infiltration trench is proposed at one of the existing catch basins to ensure that site runoff to Fort Pond Brook is not increased.
2. Sizing calculations for the proposed rain garden are attached.
3. Sidewalks
 - (per OMR) As requested we have widened the sidewalk in front of the buildings to 6'. However, the sidewalk extending eastward from the plaza to the eastern parking area remains at 5' since this portion of sidewalk will have lower pedestrian volumes and we need to leave ample room for the vegetative screening and trees in front of the parking area.
 - The sidewalk in front of the easterly parking area has been changed to concrete.
 - The sidewalk in front of the easterly parking area has been moved away from the street to provide for a grass strip.
 - The bump-outs near utility poles have been enlarged.
4. The applicant is willing to enter into an agreement with the town taking full responsibility of the maintenance of the paver block sidewalk.
5. The applicant is also willing to be responsible for the ornamental trees within the layout.
6. As requested, an easement will be provided to the Town for any areas of the sidewalk that encroach on private property. When the sidewalk on Spruce Street adjacent to 543 Mass Avenue on the church side of the street needs replacement, the applicant is willing to upgrade it to a 5' width.
7. The existing curb in front of 520-526 Mass. Ave. will be reset to provide for a 24 foot road width.
8. The curb line in front of 541 Mass. Ave has been smoothed.
9. As requested, two street lamps have been added at the proposed crosswalk to improve crosswalk visibility and safety for drivers and pedestrians.

10. Safety Officer: (response from AECOM Transportation)

- The criteria established to determine if traffic signal control is warranted at a particular location is set forth in the Manual on Uniform Traffic Control Devices (MUTCD 2009 Edition). The MUTCD criteria reflects the results of significant research over the years as well as the collective experience of traffic engineers, and is used to evaluate the need or desirability of traffic signal control throughout the United States. The warrant to install a midblock crossing traffic signal shall only be considered if one of the following pedestrian volume criteria is met:
 - At least 107 pedestrians crossing this location per hour over a 4 hour period (around 430 total), or
 - 133 pedestrians crossing during a single hour.

Neither scenario currently exists or is expected to exist in the future at this location. These requirements may appear strict, but installing a mid-block pedestrian signal can have significant disadvantages if it is not warranted. If there are not a substantial number of pedestrians utilizing the signal, then motorists may stop paying attention to the signal indications since they will rarely change. This could actually create a less safe condition.

Another concern with installing a traffic signal at this location is that the MUTCD recommends prohibiting parking for at least 100 feet in advance of the crossing on both sides of the roadway to minimize sight obstructions. This would have a significant negative impact on parking.

The most effective safety measure at this pedestrian crossing will be proper signing in advance of the crosswalk, and lighting to maximize the visibility of pedestrians to motorists.

- The State retains control over speed limits on all roads (whether under local or State jurisdiction). Following completion of the roadwork, the Town can request a speed study from the State. If the findings of the speed study show reduced vehicle operating speeds, the State has the ability to reduce the speed limit of the roadway as they deem appropriate.

11. After getting feedback from the police, fire, planning, and engineering departments, we have reconfigured the parking for Gardner field to accommodate parallel rather than head-in parking. The handicapped space is still a head in space to provide a loading area in accordance with Architectural Access Board regulations.

12. A note regarding the vertical datum has been added to the Existing Conditions Plans.

13. The Fire Chief is satisfied that emergency vehicles can access the site.

(per OMR) We have examined the possibility of adjusting the elevations to enable an ambulance to get under the building, but it will be very difficult to achieve the required 10'6" clearance. However, we feel that the best location for an ambulance to serve the building is parked outside, next to the elevator entrance, adjacent to the uncovered eastern parking lot. The elevator is located to provide uncovered direct access to this parking lot. In the event of an emergency, an ambulance would be to pull up next to the curb, park outside, and take a stretcher directly into the elevator and up into the building.

14. Sight lines of drivers exiting the site are not impaired by the proposed location of street trees.
15. The applicant will seek the appropriate permits for work within the right of way.
16. Final street numbers for buildings will be sought prior to building permit applications.
17. No response needed.
18. The applicant will inspect and maintain the infiltration basin behind the relocated barn.
19. The side slope of the rain garden has been relabeled 2:1.
20. The proposed elevations of the rain garden have been revised for consistency.

Comments from: Robert C. Craig, Fire Chief

Date: February 18, 2010 (Site Plan review meeting)

1. Ambulance access: (per OMR) We have examined the possibility of adjusting the elevations to enable an ambulance to get under the building, but it will be very difficult to achieve the required 10'6" clearance. However, we feel that the best location for an ambulance to serve the building is parked outside, next to the elevator entrance, adjacent to the uncovered eastern parking lot. The elevator is located to provide uncovered direct access to this parking lot. In the event of an emergency, an ambulance would be to pull up next to the curb, park outside, and take a stretcher directly into the elevator and up into the building.
2. The hydrant at the easterly end of the site on Mass. Ave. will be relocated to be adjacent to the new driveway entrance.

Comments from: Transportation Advisory Committee Comments
Date: February 16, 2010

1) Perpendicular parking on Mass. Ave. is now proposed as parallel parking with the exception of the proposed handicapped space in order to allow for the required loading area.

2) Potential for sudden peaks of traffic when an event lets out:

(per OMR) Capacity of the flexible community space is relatively small (about 175 people for a sell-out event). This is similar in size as the existing Theater III space. Most events will likely occur on nights and weekends. Evening shows would let out at a time when there is very little background traffic on 111 or in the Village. Weekend vehicle traffic also tends to be substantially lower than weekday traffic. In addition to the timing that events will let out, we have taken further steps to minimize traffic at the beginning and end of events. First, the parking lot has two curb cuts to help distribute vehicle flow more evenly over both Spruce St and Mass Ave, and to avoid bottle-necking at a single curb cut. Second, if overflow parking is necessary, it will be spread evenly throughout the village in on-street parking and in various private lots that are otherwise unused during performance hours. This will help spread out the vehicle movements and foot traffic (which we hope will lead to an increase in business for existing local shops). Lastly, because of the walkable location, it is likely that many people in attendance will leave on foot or on bicycles.

3) & 4) No response needed

Comments from: Sidewalk Committee
Date: February 11, 2010

1. The sidewalk in front of the easterly parking area has been moved away from the street to provide for a grass strip, as requested.
2. The design has been altered design of the sidewalk to allow for greater bicycle mobility and easier turn movements.

Comments from: Design Review Board
Date: February 3, 2010

Eliminate Dormers:

After working back and forth on several iterations of the front elevation with the HDC, the HDC approved the front elevation as shown. These dormers are an

important part of the building for two reasons. First, they help break up the length of the roofline, which (in its new configuration) is important. Second, they improve the interior day lighting and quality of the office spaces they open into.

Comments from: Frank Ramsbottom, Building Commissioner
Date: February 10, 2010

The 247 spaces that the Building Commissioner used to calculate the 7 required HC spots include existing on-street parking and private parking lots in other locations scattered throughout the village that may be used for overflow parking if it is necessary. There are only 70 new off-street spaces being proposed for the project. We are providing the required 3 HC spaces in the new parking lot and an additional space at the playground.

Comments from: Justin Snair, Health Agent
Date: January 24 and 25, 2010

The board of Health has since issued Sewage Disposal Construction Permits and an Aquifer permit for the proposed project and is in receipt of all design plans and documentation.

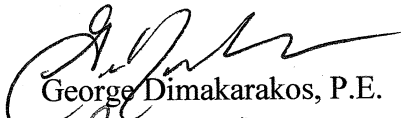

Comments from: Police Dept

Adequate lighting to ensure public safety in the parking lot:

Building permit plans will include a lighting plan for the parking lot showing adequate site lighting for public safety and conformance with the Zoning Bylaw.

We thank you for your consideration of this project. Please contact our office if you have any further comments, questions, or concerns.

Respectfully,
Stamski and McNary, Inc.


George Dimakarakos, P.E.

Joseph March, P.E., P.L.S.